

**FOREIGN TANK VESSEL
EXAMINATION BOOK**

Name of Vessel		Flag No Change	
IMO Number		Case Number	
Date Completed	Priority	Points	
Location			
Vessel Built in Compliance with SOLAS: 60 74 74/78 NA			
Exam Type Annual Reexamination			
Senior Marine Inspectors / Port State Control Officers			
1. _____		3. _____	
2. _____		4. _____	

Deficiency Summary Worksheet:

Name of Vessel

VIN

Deficiency	MSIS Code	Req't. Issued / Date Completed

Deficiencies identified should be listed with MSIS codes. At completion of inspection/examination, any outstanding deficiencies shall be entered in MIDR or PSDR as appropriate. All deficiencies found (outstanding and completed) shall be entered in the Deficiency Summary. Worklist items, which serve only as memory joggers to complete inspection/examination (e.g., test emergency fire pump), should not be coded as deficiencies.

MSIS Codes for Deficiencies:

BS	Ballast	DC	Dry Cargo	IC	I/C Engine
BI	Bilge	ES	Electrical	LS	Lifesaving
BA	Boiler, Aux.	FF	Firefighting	MI	Miscellaneous
BM	Boiler, Main	FL	Fuel	NS	Navigation
CS	Cargo	GS	General Safety	PP	Propulsion
DM	Deck Machinery	HA	Habitation	SS	Steering
DL	Doc., Lics., Pmts.	HU	Hull		

Use of Foreign Tank Vessel Examination Book:

This examination book is intended to be used as a job aid by Coast Guard senior marine inspectors/port state control officers during boardings of foreign-flagged tank vessels receiving Tank Vessel Examination (TVE) letters. When issuing a Letter of Compliance (LOC) to a foreign tank vessel, the CG-840 LOC examination book should be used. This book contains an extensive list of possible examination items. It is not, however, the Coast Guard's intention to "inspect" all items listed. As a port state responsibility, senior marine inspectors/port state control officers must verify that the vessels and their crews are in substantial compliance with international conventions and applicable US laws. The depth and scope of the examination must be determined by the senior marine inspectors/port state control officers based on their observations.

This document does not establish or change Federal laws or regulations. References given are only general guides. Refer to IMO publications, CFR's, the Port State Control Job Aid, NVIC's or any locally produced cite guides for specific regulatory references. Although not all items in this book are applicable to all vessels, Section 1 should be filled out in its entirety at each examination and reexamination.

NOTE: Guidance on how to examine foreign tank vessels can be found in MSM Volume II, Chapter 21: Procedures Applicable to Foreign Tank Vessels.

Guide to Examinations:

- ☐ Annual examination and reexamination
- ☐ Annual examination only
- ☐ Expanded examination as required

These three stages are only a general guide. Each senior marine inspector/port state control officer should determine the depth of the examination necessary. A checked box should be a running record of what has been examined by the senior marine inspector/port state control officer. It does not imply that the entire system has been examined or that all or any items are in full compliance.

NOTE: A reexamination normally includes an examination of the vessel's documents, certificates, and licenses, in addition to a "walk-through" of the vessel.

Pre-inspection Items

- Review MSIS records.
 - PSVH
 - VFIP
- Obtain copies of forms to be issued.

Post-inspection Items

- Issue letters/certificates to vessel.
 - Record of deficiencies
- Complete MSIS entries within 48 hours.
 - PSAR
 - MSDS
 - PSDR
 - VFLD
 - VFIP

Detention Information:

NOTE: Complete prior to recommendation.

Verify owner (from DOC or COFR), operator, and mailing address.

Verify owner's agent.

Verify last and future drydock dates and locations.

If dual classed, who will respond? _____

Which agency issued the documents that have major problems?

What is the date of the last survey conducted for those items that have problems?

What are the vessel's plans to deal with the problems?

What is the crew's attitude toward the problems?

Is the detention ISM related? If so, include ISM certification information in the Detention Report to G-MOC-4.

Notes: _____

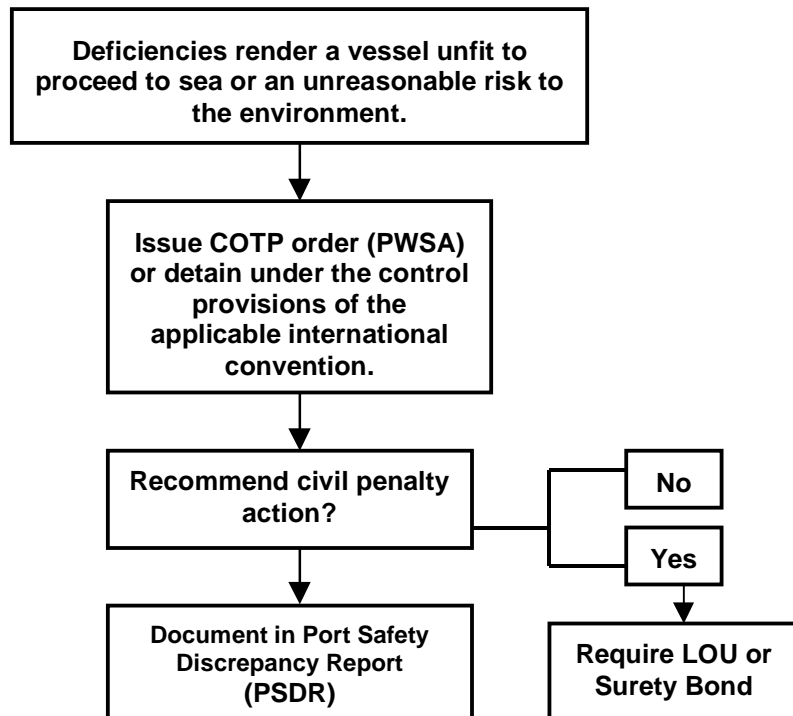
Section 1: Administrative Items

IMO Applicability Dates:

Reference	Date
SOLAS 1960	26 MAY 65
SOLAS 1974	25 MAY 80
1978 Protocol to SOLAS 1974	01 MAY 81
1981 Amendments (II-1 & II-2)	01 SEP 84
1983 Amendments (III)	01 JUL 86
<i>Various additional amendments to SOLAS</i>	
MARPOL 73/78 Annex I	02 OCT 83
MARPOL 73/78 Annex II	06 APR 87
MARPOL 73/78 Annex III	01 JUL 92
MARPOL 73/78 Annex V	31 DEC 88
IBC Code	After 01 JUL 86
BCH Code	Prior to 01 JUL 86
COLREGS 1972	15 JUL 77
<i>Various additional amendments to COLREGS</i>	
Load Line 1966	21 JUL 68
STCW 1978	28 APR 84
1991 Amendments	01 DEC 92
1994 Amendments	01 JAN 96
1995 Amendments	01 FEB 97

Requiring Corrective Measures Prior to Departure

(DETENTION)



Examples include the following:

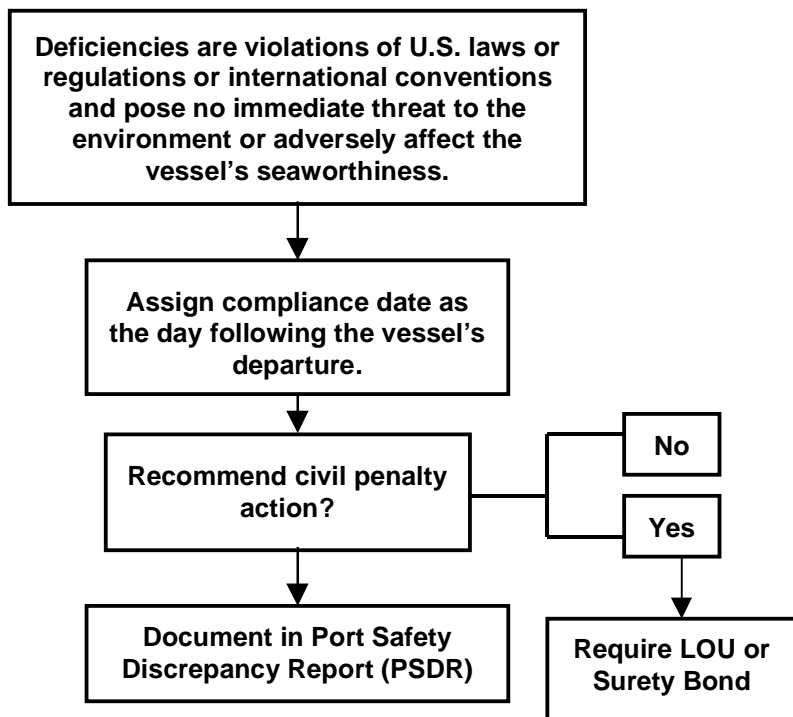
- Excessive wastage, corrosion, pitting, holes, or damage to the hull, cargo hatches, fire main, or other vital system.
- Inoperable emergency fire pump or emergency generator.
- Inability to lower lifeboats.
- Inoperable lifeboat motors (i.e., will not start).
- Crew incompetent to carry out duties (e.g., fire or boat drills, cargo transfer, stability calculations, etc.).
- Licenses invalid.
- Safe Manning Document not on board.

Vessel Information:

Classification Society			
ISM Issuer: Same as above?			
Yes		No If not the same, which Recognized Organization? _____	
NOTE: The period of validity for ISM documents should correspond to the following list. If they do NOT, ISM documents should be further investigated.			
<input type="checkbox"/> 5 years = Full term (SMS and DOC)	<input type="checkbox"/> 12 months = Interim (DOC)		
<input type="checkbox"/> 6 months = Interim (SMC)	<input type="checkbox"/> 5 months = Short term (SMC)		
Last Drydocking Date		Next Drydocking Date	
Location of Last Drydocking			
Date of Last Class Survey			
Outstanding conditions of class or non-conformities			
Last Port of Call		Next Port of Call	
Cargo		Current Operations	
Does vessel meet double-hull requirements?			
Yes		No If not, vessel must meet requirements by _____ (date) in accordance with 33 CFR Part 157 Appendix G.	
Last Three Cargoes			
1. _____			
2. _____			
3. _____			
Is pumproom gas-free?	Yes	No	N/A

Requiring Corrective Measures Prior to Return to U.S.

(NO DETENTION)



Examples include the following:

- Charts or nautical publications not currently corrected.
- Portable hoses have not been tested but appear in good condition.
- Actual location of safety equipment deviates from the vessel safety plan.
- Electrical fixtures in paint locker not appropriately certified for safe usage in hazardous location. (Operational controls, such as disconnecting the electrical power source or removing flammables from the space, may satisfactorily remove risk to vessel.)

Section 2: Certificates and Documents

International Certificates:

Name of Certificate	Issuing Agency	ID #	Port Issued	Issue Date	Exp. Date	Endors. Date
Certificate of Registry No Change						
Classification Document No Change						
Certificate of Financial Responsibility (COFR) No Change	USCG					
Safety Construction (SLC) No Change						
Safety Equipment (SLE) No Change						
Safety Radio (SLT) No Change						

Recommended Port State Control Procedures:

The following flowcharts contain information gleaned from the Marine Safety Manual Volume II, Chapter 24. The senior marine inspector/port state control officer should be familiar with this chapter as well as the information pertaining to Port State Control examinations contained in MSM Volume II, Chapters 19—Foreign Vessel Exams (General), 21—Foreign Vessel Exams (Tanker), and 23—Targeting of Foreign Vessel Boardings.

Considering the seriousness of the deficiencies, the OCMI or COTP must determine the appropriate control action to impose on these vessels to ensure the safety of the vessel, the port, and the environment. The degree of control imposed, as well as the authority used to exercise control, must be consistent with the nature of the deficiencies.

The following definitions and terms of reference are used in the MSM to describe key elements of Port State Control enforcement:

Clear Grounds. Evidence that the vessel, its equipment, or crew do not correspond substantially to the requirements of the relevant conventions or that the master or crew members are not familiar with essential shipboard procedures relating to the safety of vessels or the prevention of pollution.

Control. Control is the process of imposing a port state's or flag state's authority over a vessel to ensure that its structure, equipment, operation and crew meet applicable standards. The process is affected by any verbal or written directives from the OCMI/COTPs or their representatives, which require action or compliance by the vessel.

Detention. Detention is a control action that restricts a vessel's right of free movement. The imposition of a restriction on the movement of a vessel constitutes a detention regardless of whether or not a delay from a vessel's normal or expected itinerary occurs. Detentions may be carried out under the authority of the applicable international convention, the Ports and Waterways Safety Act (PWSA) or a Customs hold.

Intervention. An intervention is a control action taken by a port state, which interposes the port state's authority over a foreign flag vessel in order to cause the vessel to be brought into compliance with an applicable international convention. Interventions are undertaken by a port state when a vessel's flag state has not, can not, or will not exercise its obligations under an international convention to which it is a party. This may include requesting appropriate information, requiring the immediate or future rectification of deficiencies, detaining the vessel, or allowing the vessel to proceed to another port for repairs.

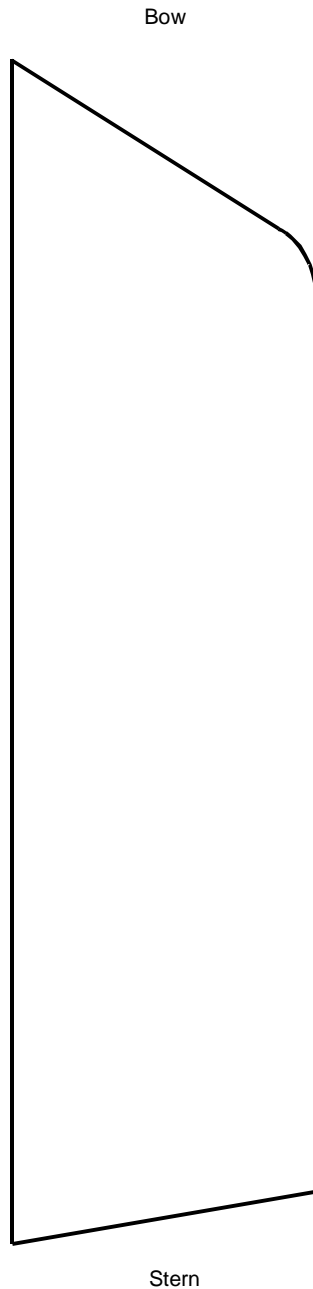
Manning Certification:

- | | | |
|--------------------------|---|---|
| <input type="checkbox"/> | Safe Manning Document | SOLAS 74/78 V/13
IMO Res.A.481(XII) |
| | <ul style="list-style-type: none">Manning in accordance with document
NOTE: If vessel does not have a Safe Manning Document or is not manned in accordance with Safe Manning Document, local Consulate must be contacted and the deficiency resolved prior to vessel's departure from port.Review copy of crew list | |
| <input type="checkbox"/> | Officers' certificates | STCW 95 I/2
STCW 95 I/10
STCW 95 VI/1
STCW 95 VI/2 |
| | <ul style="list-style-type: none">Master and chief engineer licenses currentNavigating and engineering officers' licenses current; NOTE: 3000 kW = 4023 HPFlag endorsementMedical certificates | |
| <input type="checkbox"/> | Crew documents | STCW 95 VI/1 |
| | <ul style="list-style-type: none">Documents currentMedical certificates valid (issued by flag state)Minimum age 15 | ILO 147 Art. II |
| <input type="checkbox"/> | Rest periods | STCW 95 VIII/1 |
| | <ul style="list-style-type: none">Review watch schedules | |

Logs and Manuals:

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Lifesaving equipment maintenance record | SOLAS 74/78 III/19 |
| | <ul style="list-style-type: none">Periodic checks as requiredVisual inspection of survival craft / rescue boat and launching appliancesOperation of lifeboat / rescue boat enginesLifesaving appliances, including lifeboat equipment examined | |
| <input type="checkbox"/> | Emergency training and drills | SOLAS 74/78 III/18 |
| | <ul style="list-style-type: none">Onboard training in use of lifesaving equipment (all crew members)SOLAS training manualLogbook recordsWeekly and lifeboat drills | SOLAS 74/78 III/18.5
SOLAS 74/78 III/25 |

Notes: _____



- ☐ Crude oil washing system
 - Required documents 33 CFR 157.118
 - Waiver 33 CFR 157.120
- ☐ Dedicated clean ballast tanks
 - Plans and documents 33 CFR 157.202
 - Operations manual 33 CFR 157.208
 - Required documents 33 CFR 157.216
- ☐ IOPP certificate items 33 CFR 157.15
 - Number of slop tanks _____
 - Total capacity of slop tanks _____
 - Oily residue tank 33 CFR 157.17
- ◇ Oil record book (spot-check) MARPOL Ax. I/20 33 CFR 151.25
 - Each operation signed by person-in-charge
 - Each complete page signed by master
 - Book maintained for 3 years
- ◇ Shipboard oil pollution emergency plan MARPOL Ax. I/26.1 33 CFR 151.26
 - Approved by flag state / class society
 - Contact numbers correct
 - Immediate Actions List
- ◇ Vessel response plan 33 CFR 155.1030 33 CFR 155.1035 33 CFR 155.1065 33 CFR 155.1070
 - Approved by Coast Guard
 - Annual review by owner / operator
- ◇ Oil transfer procedures 33 CFR 155.720
 - Posted / available in crew's language
 - List of products carried by vessel
 - Description of transfer system including a line diagram of piping
 - Number of persons required on duty
 - Duties by title of each person
 - Means of communication
 - Procedures to top off tanks
 - Procedures to report oil discharges

Notes: _____

Ventilation:

- Proper machinery for cargo carried 46 CFR 32.55-20

IF vessel carries:	THEN it must have:
Grades A-E liquid cargoes	<ul style="list-style-type: none"> • P/V valves • Flame screens • Corrosion-free properties • Proper valve material • Proper vent header height above deck • Proper vent header distance from nearest living / work spaces, ventilation inlet, or source of ignition
Grades B - E liquid cargoes	<ul style="list-style-type: none"> • Cargo tanks fitted with individual P/V valves or vent header
Grades D - E liquid cargoes	<ul style="list-style-type: none"> • Goosenecks • Flame screens

Notes: _____

- ☐ Indicators 33 CFR 164.35
 - Illuminated rudder angle indicator
 - Centerline RPM indicator
 - Propeller pitch (CPP systems)
 - Speed and distance indicators 33 CFR 164.40
 - Lateral thrusters
- ☐ Communications SOLAS 74/78 IV/6.3 33 CFR 26.03
 - VHF radio
- ☐ Steering gear instructions 33 CFR 164.35
 - Instructions
 - Emergency instructions
 - Block diagram
- ☐ Maneuvering facts sheet with warning statement 33 CFR 164.35
- ☐ Radiotelephone (VHF-FM) SOLAS 74/78 IV/7 33 CFR 26.03 33 CFR 26.04
- ☐ EPIRB (406 MHz) SOLAS 74/78 IV/7.1.6
 - Float-free amount
 - Battery date current
 - Hydrostatic release
- ☐ GMDSS SOLAS 74/78 IV/8 SOLAS 74/78 IV/9 SOLAS 74/78 IV/10 SOLAS 74/78 IV/11
 - Additional radio equipment for area of operation
- ☐ Operationally test bridge steering SOLAS 74/78 II/1-29
 - Test power/control pumps independently
 - Test follow-up and non-follow-up controls
 - Rudder angle indicator accurate
 - Activate loss of power alarm
- ☐ GMDSS lifeboat radios (VHF) SOLAS 74/78 III/6.2
 - 3 if over 500 GT
 - Operable condition

Notes: _____

Inert Gas Systems (IGS):

NOTE: Requirements and guidance on inert gas systems is detailed in 46 CFR 32.53, SOLAS 74/78 II-2/62, and MSM Volume II, Chapter 15.

☐ Type of system installed

- Flue gas
- Gas generator
- Nitrogen bottles

☐ Sampling / testing of gas pad

Tank Number	% Oxygen	OR	% Nitrogen
Vessel is gas-free or not carrying cargoes required to be inerted			

☐ Proper operation of IGS components

- Blowers
 - Free from excessive bearing noise and vibration
 - Remote shutdown for IGS blower
- Scrubber room ventilation
- Primary and alternate saltwater scrubber pumps
- Deck seal
 - Water level
 - Automatic filling
 - Open drain cocks on IG main
- Remote operated / automatic control valves
 - Open or closed indicator
- Gauges
 - Calibration of inline O₂ analyzing equipment
 - Check O₂ and pressure level recordings
- Portable instruments calibrated
- IG generator
 - Combustion control system and fuel supply
 - Interlocking of soot blowers (IGS automatically shuts down when soot blowers engaged)

Notes: _____

☐ Galley

- Sanitary conditions
- Hot and cold-running water
- Adequately equipped to prepare food
- Mess hall provided for crew

COMDTINST 16711.12A
ILO 147

☐ Refrigerator and stores spaces

- Storage free of insects

COMDTINST 16711.12A
ILO 147

☐ Sanitation

- Toilets operate (1/8 crew)
- Showers operate (1/8 crew)
- Wash basins
- Lighted / heated / ventilated
- Reasonably clean

COMDTINST 16711.12A
ILO 147

☐ General safety

- Safe access to all spaces
- Spaces adequately lighted
- No electrical hazards
- Warning notices posted as necessary

COMDTINST 16711.12A
ILO 147

☐ Muster lists and emergency instructions

- Available for each person
- Posted in conspicuous places
- Language understood by crew
- Shows crew member duties

SOLAS 74/78 III/8

SOLAS 74/78 III/53

☐ Safe access to tanker bows

(vessels built prior to 1 JUL 98 not required to comply until 1 JUL 2001)

SOLAS 74/78 II-1/3-3

Notes: _____

- Human Factors
 - Oil and oily mixtures
 - Responsible officer familiar with handling of sludge and bilge water
 - Quantity of residues generated
 - Capacity of holding tanks
 - Capacity of oil water separator
 - Note any inadequacies in reception facilities used; advise master to report these to flag state
 - Garbage
 - Note any inadequacies in reception facilities used; advise master to report these to flag state
 - Crew familiar with Annex V requirements

STCW Table A-III

MARPOL Ax. I

MARPOL Ax. V

Machinery Spaces:

- Test communication between navigating bridge and machinery space
 - Two means, one of which must be an engine order telegraph
- Emergency source of electrical power
 - Location
 - Generator and/or batteries tested under load
 - Emergency lighting
- Main engine / vital auxiliaries (spot-check)
 - F/O pumps / piping
 - S/W pumps / piping
 - J/W pumps / piping
 - L/O pumps / piping
 - Piston cooling pumps / piping
 - Air compressors / receivers
 - Fuel / oil purifiers
 - H/O heaters / transfer pump

SOLAS 74/78 II-1/37

SOLAS 74/78 II-1/43
SOLAS 74/78 II-1/44

SOLAS 74/78 II-1/27

Notes: _____

- ◇ Anchor and windlass (spot-check)
 - Foundations
 - Drive units
 - Guards
 - Covers for moving parts
 - Brake pads
 - Deck fittings
 - Electrical (wiring) or hydraulic piping

- ◇ Mooring winches / capstans
 - Foundations
 - Cables / hooks
 - Boom
 - Brake
 - Electrical (wiring) or hydraulic piping
 - Ladders / rails

Cargo Operations:

- Pumprooms
 - NOTE:** *If pumproom is not gas-free, issue requirement to make it available at next U.S. port.*
 - Marine Chemist Certificate
 - Chemist No. _____
 - Certificate No. _____
 - Date issued _____
 - Ventilation
 - Electrical installation
 - Fire extinguishing system
 - Potential sources of ignition (gear adrift, product in bilges, rags, paint, cleaning solvents, vapors, etc.)
- External examination of inert gas system
 - Piping and components
 - Scrubber
 - Fans
 - Valves
 - Expansion joints
 - Free of corrosion or leakage

MSM Vol. I Ch.10
Appendix A
MSM Vol. II Ch. 5.I

SOLAS 74/78 II-2/59.3

SOLAS 74/78 II-2/63

46 CFR 32.53
MSM Vol. II Ch. 15

Notes: _____

- Emergency communication equipment
 - 2-way VHF radiotelephone apparatus SOLAS 74/78 III/6.2
 - Radar transponders
 - Survival craft EPIRBs
 - Onboard communication and alarm system SOLAS 74/78 III/6.4
- Line-throwing appliance SOLAS 74/78 III/17.49
 - Specifications and equipment
- Pilot ladders and hoists in good condition SOLAS 74/78 V/17
- Distress signals SOLAS 74/78 III/6.3
 - 12 red rocket parachute flares

Fire Protection:

- Structural fire protection SOLAS 74/78 II-2/42, 43, 44, 46, 47, 49, & 50
 - Bulkheads and decks meet applicable fire integrity requirements
 - Openings (e.g., doors, ductwork, electrical wires, piping, etc.) constructed so that they do not destroy fire resistance of bulkheads
 - Manual and automatic fire doors examined / tested
- Fire detection, fire alarm, and automatic sprinkler systems fitted where required and operating properly SOLAS 74/78 II-2/52
- Ventilation systems SOLAS 74/78 II-2/48
 - Main inlets and outlets of all ventilation spaces can be closed from outside ventilated space
 - Power ventilation capable of being shutdown from outside ventilated space
- Fire pumps SOLAS 74/78 II-2/4
 - Fire main activated; water pressure satisfactory (energize forward-most and highest hydrants)

Notes: _____

- Embarkation area SOLAS 74/78 III/11.7
 - No obstructions
 - Embarkation ladder
 - Launching instructions SOLAS 74/78 III/9
 - Emergency lighting
- Liferafts SOLAS 74/78 III/19
 - Required number SOLAS 74/78 III/26
 - Stowage SOLAS 74/78 III/29
 - Float-free arrangement
 - Hydrostatic release / weak link
 - Annual servicing (hydrostatic release and inflatable liferaft) SOLAS 74/78 III/19.8.1
 - 17 months, if Administration-approved SOLAS 74/78 III/19.9.1
 - Launching instructions posted SOLAS 74/78 III/9
 - Bow / stern station
 - Lashed down on deck or in marked location
 - Lifejackets available
- Lifebuoys (spot-check)
 - Condition SOLAS 74/78 III/19.2
 - Bridge location SOLAS 74/78 III/7.1
 - Quick release system
 - Smoke and light float
 - Deck location
 - 50% with waterlights
 - Retro-reflective tape SOLAS 74/78 III/30.2.7
- Lifejackets—watchstanders and crew (spot-check)
 - Condition SOLAS 74/78 III/19.2
 - Stowage SOLAS 74/78 III/7.2.2
 - Retro-reflective material SOLAS 74/78 III/30.2.7
 - Lights SOLAS 74/78 III/27.2
 - Whistles SOLAS 74/78 III/32.1.6
- Line-throwing appliances (spot-check) SOLAS 74/78 III/17
 - 4 charges

Notes: _____

○ Audits

- Internal audits conducted as specified by SMS
NOTE: Do NOT examine internal audit records.
- External audit results reviewed
 - Status of open non-conformities relevant to deficiencies leading to detention
 - Status of implementation of corrective and preventative measure

○ SMS review conducted by Master in accordance with procedures in SMS

- Non-conformities identified
- Report of non-conformity prepared and sent in accordance with procedures established by SMS

Navigation Safety:

○ Test navigation equipment listed in Section 3 to the extent necessary to determine if equipment is operating properly.

○ Human Factors (spot-check): determine if deck officers are familiar with the following items:

- Operation of bridge control and navigational equipment
- Use of nautical publications and charts
- Ship maneuvering characteristics
- Lifesaving signals
- Bridge procedures, instructions, manuals, etc.
- Changing steering from automatic to manual and vice versa
- Preparations for arrival and departure
- Communications with engine room
- Use of VHF
- Raising the alarm
- Abandon ship drill and fire drill

STCW Table A-II
NVIC 3-98

Notes: _____

◇ Test operation of fire main system

- Required number of fire pumps SOLAS 74/78 II-2/3
- Location of pumps SOLAS 74/78 II-2/4
- Pumps, hydrants, piping, hoses, and nozzles in good condition and available for immediate use SOLAS 74/78 II-2/21

◇ Structural fire protection (spot-check) SOLAS 74/78 II-2/42

- Bulkheads
- Insulation
- Ventilation
- Penetrations

◇ Fixed fire extinguishing systems: cargo, machinery, and other spaces SOLAS 74/78 II-2/21 46 CFR 34.05-5(a)(2)

- Tanks, cylinders, piping, controls, alarms, and release mechanisms in good condition and available for immediate use

Type of system: (circle appropriate type)			
Low Pressure CO ₂	High Pressure CO ₂	Halon	Foam

Pollution Prevention: (spot-check at reexaminations)

☐ Pollution placard posted 33 CFR 155.450

☐ MARPOL V placard posted MARPOL Ax. V/9

☐ Garbage

- Shipboard garbage properly disposed MARPOL Ax. V/3
33 CFR 151.63
- Incinerator
 - Evidence of use (clinkers)
 - Safety of burner assembly
 - Electrical controls
- Garbage Management Plan MARPOL Ax. V/9

☐ Oil and hazmat

- Fuel oil and bulk lubricating oil discharge containment 33 CFR 155.320
- Prohibited oil spaces 33 CFR 155.470

Notes: _____

Section 5: Expanded Examination Items

Manuals and Instructions:

- Check for presence (in appropriate language) of the following documents
 - Instructions for maintenance and operation of all installations / equipment for fighting and containing a fire SOLAS 74/78 II-2/20
 - Training manual for lifesaving appliances SOLAS 74/78 III/18.2
 - Instructions for onboard maintenance of lifesaving appliances SOLAS 74/78 III/51
 - Stability booklet, associated stability plans and information SOLAS 74/78 III/19.3
SOLAS 74/78 III/52
SOLAS 74/78 II-1/22
ICLL 66 Reg. 10
- Cargo gear certificate
- Grain loading manual SOLAS 74/78 VI/9.1
 - Bulk vessel (stability and grain manuals often combined)
- Human Factors STCW Code
 - Determine if the appropriate crew members are able to understand the information given in manuals, instructions, etc., relevant to the safe condition of the ship and its equipment, and that they are aware of the requirements for maintenance, periodical testing, training, drills, and recording of logbook entries.

Safety Management System (SMS):

NOTE: Requirements and guidance for inspecting vessel Safety Management Systems are detailed in SOLAS 74/78, Chapter IX and NVIC 4-98.

- Documentation (may be in the form of a Safety Management Manual)
 - Controlled documents
 - Safety and Environmental policy
 - Master of vessel familiar with SMS
 - Language understood by crew
 - Documentation identifies:
 - Written procedures kept on board vessel
 - Essential or critical equipment identified (or a separate manual containing this information)
 - Procedures for reporting non-conformities
 - Company's designated person(s) (name or title, and address)

Notes: _____

- ◇ Operationally test main and auxiliary steering gear SOLAS 74/78 II-1/29.15 through 29.20
 - 28-second operation
 - Systems operate independently
 - Unusual vibrations / leaks
 - Ram hunting
 - Limit switches
 - Communications with bridge
 - Steering gear instructions (block diagram)
- ◇ Main ship service generators SOLAS 74/78 II-1/41

NOTE: Two independent sources of power require.

 - F/O piping
 - Cooling lines
 - Controls
- ◇ Emergency generator room SOLAS 74/78 II-1/43
 - Test operation of prime mover
 - Personnel safety
 - Ventilation adequate
 - Electrical switchboard
 - Grounds
- ◇ Bilge pumps SOLAS 74/78 II-1/21
 - Two required

Notes: _____

